

**Minutes  
Nevada State Emergency Response Commission (SERC)  
Funding Committee Meeting**

**Professional Engineers & Surveyor's State Board Room  
1755 E. Plumb Avenue, Suite 130  
Reno, Nevada**

**March 29, 2007**

**Members Present**

Richard Brenner, Chair  
Larry Farr  
Stacey Giomi  
John Helmreich

**Staff**

Suzanne Adam  
Bruce Ferrel  
Samantha Ladich

**Guests**

Joe Curtis  
Harriet Ealey  
Ken Elgan  
Dan Lake – (Teleconferenced)  
Carolyn Levering – (Teleconferenced)  
Cathy Ludwig  
Russ Pedersen  
Scott Reed  
Cody Whipple

**I. Call to Order**

Richard Brenner, Chairman, called the meeting to order at 9:00 a.m.

**II. Introductions**

Members, staff, and guests introduced themselves as shown above. A quorum was present.

**III. \*Approval of October 2, 2006 meeting minutes**

Larry Farr made a motion to approve the minutes of the October 2, 2006 meeting. John Helmreich seconded the motion which was approved unanimously.

**IV. New Business**

- A. \*Discussion/Review/Approval of U.S. Department of Transportation, Hazardous Materials Emergency Preparedness (HMEP) mid-cycle grant applications submitted by Local Emergency Planning Committees (LEPCs)**

Bruce Ferrel, SERC staff, advised Lincoln LEPC is requesting \$4,788 for training equipment for their new fire station. Mr. Farr made a motion to approve Lincoln LEPC's mid-cycle grant application for \$4,788. Mr. Helmreich seconded the motion which was approved unanimously.

*Note: Stacey Giomi, committee member, arrived at the meeting.*

Cathy Ludwig, Washoe County Emergency Management, gave a breakdown of the items requested totaling \$16,726 to hire a contractor to review and update the existing hazmat emergency response plan and to fund a hazmat exercise in Incline Village, NV. Mr. Farr made a motion to approve Washoe LEPC's mid-cycle grant application for \$16,726. Mr. Giomi seconded the motion which was approved unanimously.

**B. \*Discussion/Review/Recommendation of fiscal year 2008 SERC grant applications submitted by the LEPCs to the SERC**

Mr. Ferrel went through the grant application spreadsheets for each LEPC.

*Carson City LEPC* – Mr. Farr made a motion to recommend approval of Carson City LEPC's grant application and move the training foam to the training category. Mr. Helmreich seconded the motion which was approved unanimously.

*Churchill LEPC* – Mr. Giomi made a motion to recommend approval of Churchill LEPC's grant application contingent upon submission of a compliant hazmat emergency response plan, meeting minutes approving the SERC grant application, and the Emergency Planning and Community Right-to-Know Act (EPCRA) Affidavit of Publication by April 16, 2007. Mr. Farr seconded the motion which was approved unanimously.

*Clark LEPC* – Mr. Farr made a motion to recommend approval of Clark LEPC's grant application contingent upon submission of quotes, original signatures on title page and certified assurance, and funding the tank rollover prop from the training category. Mr. Helmreich seconded the motion which was approved unanimously.

*Douglas LEPC* – Mr. Farr made a motion to recommend approval of Douglas LEPC's grant application contingent upon submission of a compliant hazmat emergency response plan and a representative attending the next Commission meeting to justify their membership. Mr. Giomi seconded the motion which was approved unanimously.

*Elko LEPC* – Mr. Giomi made a motion to recommend approval of Elko LEPC's grant application contingent upon submission of a compliant hazmat emergency response plan, a quote for Level A suits, a letter from the LEPC

stating they will match the amount requested over \$30,000, and reducing the grant award to the grant limit of \$30,000. Mr. Helmreich seconded the motion which was approved unanimously.

*Esmeralda LEPC* – Mr. Giomi made a motion to recommend approval of Esmeralda LEPC's grant application contingent upon submission of LEPC meeting minutes approving expenditure for the clerical assistance, an updated quote for the gas detector tubes and a quote for requested training and training materials. Mr. Giomi amended the motion to include reduction of the training category to \$1300 and an increase of \$700 to the equipment category for the gas detector tubes provided the quote supports that amount of money. Mr. Helmreich seconded the amended motion which was approved unanimously.

*Eureka LEPC* – Mr. Giomi made a motion to recommend approval of Eureka LEPC's grant application. Mr. Farr seconded the motion which was approved unanimously.

*Humboldt LEPC* – Mr. Farr made a motion to recommend approval of Humboldt LEPC's grant application contingent upon submission of a quote for the Motorola pagers and funding the Dell projector from the training category. Mr. Helmreich seconded the motion which was approved unanimously.

*Lander LEPC* – Lander LEPC did not submit a grant application.

*Lincoln LEPC* – Mr. Helmreich made a motion to recommend approval of Lincoln LEPC's grant application contingent upon their hazmat emergency response plan coming into compliance and funding the laptop, projectors and copiers from the training category. Mr. Giomi seconded the motion which was approved unanimously.

*Lyon LEPC* – Mr. Giomi made a motion to recommend denial of the \$2,000 for clerical assistance as presented and approval of the remainder of Lyon LEPC's grant application contingent upon submission of the EPCRA Affidavit of Publication. Mr. Farr seconded the motion which was approved unanimously.

*Mineral LEPC* – Mr. Giomi made a motion to recommend approval of Mineral LEPC's grant application. Mr. Helmreich seconded the motion which was approved unanimously.

*Nye LEPC* – Mr. Giomi made a motion to recommend approval of Nye LEPC's grant application contingent upon submission of the Level of Response questionnaire attachment, a compliant hazmat emergency response plan and quotes for the fabrication of the generator mount and

shipping/handling costs by April 16, 2007. The atmospheric detectors with chargers are recommended at the quoted price of \$6,350.60. Mr. Farr seconded the motion which was approved unanimously.

*Pershing LEPC* – Mr. Helmreich made a motion to recommend approval of Pershing LEPC's grant application contingent upon submission of a compliant hazmat emergency response plan by April 16, 2007. Mr. Farr seconded the motion which was approved unanimously.

Mr. Giomi made a blanket motion that any hazmat emergency response plan compliance contingencies placed by the Committee previously in this meeting, have to be completed by April 16, 2007. Mr. Farr seconded the motion which was approved unanimously.

*Storey LEPC* – Mr. Helmreich made a motion to recommend approval of Storey LEPC's grant application. Mr. Farr seconded the motion which was approved unanimously.

*Washoe LEPC* – Mr. Giomi made a motion to recommend approval of Washoe LEPC's grant application reducing the requested amount of the two Dell laptops to the quotes submitted, and funding the training material from the training category. Mr. Farr seconded the motion which was approved unanimously.

*White Pine LEPC* – Mr. Giomi made a motion to recommend denial of the heart start monitor defibrillator, and approval of the laptop and tabletop computers being funded at \$6,300, the Fire Station training simulator, with clarification of quote and verification it is hazmat training, funded from the training category, and the remainder of White Pine LEPC's grant application contingent upon submission of a compliant hazmat emergency response plan by April 16, 2007. Mr. Farr seconded the motion which was approved unanimously.

**C. \*Discussion/Review/Recommendation on possible additional grant award to Clark LEPC to support HazMat Explo**

Bruce Ferrel gave a summary of the SERC's annual grant award for HazMat Explo. Clark LEPC is requesting \$15,000 for advertising and marketing. A discussion ensued.

Mr. Farr made a motion to recommend approval of Clark LEPC's request for additional grant funds of \$15,000, acquiring the funds from (HMEP) first then from SERC. Mr. Helmreich seconded the motion which was approved unanimously.

**D. \*Discussion/Review/Approval of Request for Grant Change of the United We Stand grant #07-UWS-03-01 submitted by Clark LEPC**

Dan Lake, North Las Vegas Police Dept. (PD), gave some background as to the reason for the grant change request for the Clark LEPC's UWS grant award. Mr. Lake advised Clark LEPC originally submitted for the UWS grant in June 2006 to purchase a generator, supplies and equipment for a hazmat trailer. Award was delayed to allow the LEPC to approve this request in compliance with SERC Policy 8.2. The LEPC found alternative funding to allow Mr. Lake to purchase the trailer and generator.

Mr. Lake's request was to stay within the project goal of the UWS grant request, and utilize the funds available to purchase additional needed equipment.

Mr. Giomi made a motion to approve the request for the grant change contingent upon submission of quotes for the additional equipment to SERC staff. Mr. Farr seconded the motion which was approved unanimously.

**E. \*Discussion/Review/Recommendation of SERC standard equipment price list**

Mr. Ferrel suggested eliminating the SERC standard price list from the grant application kits and rewording the kits so LEPCs can request any item(s) at State contract prices. They will not have to get quotes. The LEPCs 1) have the availability to any State contract item; 2) would not have to provide as many quotes; and 3) SERC staff would not have to continually update the list. A discussion ensued with the question of how the LEPCs would know an item is on the State list. Mr. Giomi recommended adding information on the price list indicating a website link where LEPCs can get State pricing. This would be easier for staff as well as LEPCs.

No action was taken.

**F. \*Discussion/Review/Recommendation on possible revision to Policy 8.5, Funding of Grants, regarding advanced funding for expenses over \$2,000**

Mr. Ferrel stated there are certain LEPCs who have continual disregard for the reporting requirements on advanced funds. Staff brings this issue to the Committee's attention and asks if there needs to be a time when advanced funding is no longer allowed to a LEPC who has not complied with SERC Policy 8.5. Mr. Giomi stated if staff has issues with compliance they need to modify the policy to allow denial of that advance. Mr. Farr and Mr. Giomi agreed this issue needed to be brought before the Policy Committee.

Samantha Ladich, Deputy Attorney General, advised the policy would need to be changed, which is not within this Committee's function. This issue would need to be agendaized for the next Policy Committee.

**G. Report of fiscal year/program audits of LEPCs performed by SERC staff**

Mr. Ferrel advised, the week of December 18-22, 2006, he conducted a fiscal audit in White Pine County and met with the new finance director; conducted a fiscal audit and attended a LEPC meeting in Eureka County. Mr. Ferrel met with the Esmeralda County Emergency Manager and County Commissioner. He conducted a fiscal audit, trained the LEPC secretary/fiscal officer and attended a LEPC meeting in Mineral County.

**V. Public Comment**

Mr. Pedersen, Washoe LEPC Chair, suggested using SERC funds to hire a statewide consultant to develop a template for the hazmat emergency response plan for LEPCs. Mr. Farr cautioned the consultant should not take the place of the LEPC when preparing the plan. Mr. Brenner advised he would like to meet with Mr. Pedersen and Mike Alexander, Dept. of Public Safety/Division of Emergency Management, to discuss this issue further.

Cody Whipple, Esmeralda County, asked about the SERC's functions. Mr. Brenner explained why and how the SERC came into existence. Mr. Whipple also had questions about P-25 compliant radios and asked what SERC's policy was on this issue. A discussion ensued about the SERC's policy to follow State law and conform with the State's interoperability plan.

**VI. \*Adjournment**

Mr. Giomi made a motion to adjourn at 11:11 a.m.